

JOHN COOPER, MAYOR

DEPARTMENT OF FINANCE

**METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**

4/9/2021 | 4:22 PM CDT

Sherif Tadros
Ambrosia Catering TN
2605 Grissom Drive B
Nashville, TN 37204

Re: **RFQ # 110209, Meal and Snack Services for Metro Social Distancing (COVID) Shelters**

Dear Mr. Tadros:

The Metropolitan Government of Nashville and Davidson County (Metro) has completed the evaluation of submitted solicitation offer(s) to the above RFQ # 110209 for Meal and Snack Services for Metro Social Distancing (COVID) Shelter. This letter hereby notifies you of Metro's intent to award to Ambrosia Catering TN, contingent upon successful contract negotiations. Please provide a certificate of Insurance indicating all applicable coverages within 15 business days of the receipt of this letter.

If the Equal Business Opportunity (EBO) Program requirements were a part of this solicitation, the awardee must forward a signed copy of the "Letter of Intent to Perform as Subcontractor/Subconsultant/Supplier/Joint Venture" for any minority/women-owned business enterprises included in the response to the Business Assistance Office within two business days from this notification.

Additionally, the awardee will be required to submit evidence of participation of and contractor's payment to all Small, Minority, and Women Owned Businesses participation in any resultant contract. This evidence shall be submitted monthly and include copies of subcontracts or purchase orders, the Prime Contractor's Application for Payment, or invoices, and cancelled checks or other supporting payment documents. Should you have any questions concerning this requirement, please contact Christopher Wood, BAO Representative, at 615-862-6710 or at Christopher.Wood@nashville.gov.

Depending on the file sizes, the responses to the procurement solicitation and supporting award documentation can be made available either by email, CD for pickup, or in person for inspection. If you desire to receive or review the documentation or have any questions, please contact Terri Ray by email at terri.ray@nashville.gov Monday through Friday between 8:30am and 3:30pm.

Thank you for participating in Metro's competitive procurement process.

Sincerely,

Michelle A. Hernandez Lane

Michelle A. Hernandez Lane
Purchasing Agent

Cc: Solicitation File, Other Offerors

Pursuant to M.C.L. 4.36.010 Authority to resolve protested solicitations and awards.

A. Right to Protest. Any actual or prospective bidder, offeror or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the Purchasing Agent. The protest shall be submitted in writing within ten (10) days after such aggrieved person knows or should have known of the facts giving rise thereto.

Procurement Division

730 Second Avenue South, Suite 112
P.O. Box 196300
Nashville, Tennessee 37219-6300

www.Nashville.gov
Phone: 615-862-6180
Fax: 615-862-6179

RFQ 110209 - Meal and Snack Services for Metro Social Distancing (COVID) Shelters
Scoring and Justification

Offeror/Title	Qualifications and Experience (100 Max Points)	Total Points
Ambrosia Catering TN	100	100

Strengths – Proposal demonstrated over 30 years in the Nashville Market providing catering services. Proposal demonstrated experience is providing meals to Metro Nashville Public Schools Summer Program along with other events of similar size. Proposal included a detailed menu that adheres to the required guidelines required in the solicitation.

***Jason's Deli was deemed non-responsive for failing to include response to evaluation criteria outlined in the solicitation.**



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

3/29/2021 | 11:13 AM CDT

Chris Mackin
Jason's Deli
2028 West End Ave
Nashville, TN 37203

wse@jasonsdeli.com - SENT VIA EMAIL

RFQ 110209 – Meal and Snack Services for Metro Social Distancing (COVID) Shelters

Dear Chris Mackin:

The Metropolitan Government of Nashville and Davidson County has completed its evaluation of submitted responses to the above solicitation and unfortunately, has determined that your submission was not minimally responsive to the requirements of the solicitation.

Specifically, the submitted offer failed to include response to the evaluation criteria outlined in the solicitation.

Thank you for participating in Metro's competitive procurement process.

Kind Regards,

Michelle A. Hernandez Lane

Michelle A. Hernandez Lane
Chief Procurement/Purchasing Agent
Metropolitan Government of Nashville & Davidson County

cc: Solicitation Files

Certificate Of Completion

Envelope Id: 8ACDE350AB6D441087DEA431562089AD

Status: Completed

Subject: NonResponsive Letter - RFQ #110209 Meal and Snack Services - Jason's Deli

Source Envelope:

Document Pages: 1

Signatures: 1

Envelope Originator:

Certificate Pages: 2

Initials: 0

Procurement Resource Group

AutoNav: Enabled

730 2nd Ave. South 1st Floor

Envelopeld Stamping: Enabled

Nashville, TN 37219

Time Zone: (UTC-06:00) Central Time (US & Canada)

prg@nashville.gov

IP Address: 170.190.198.185

Record Tracking

Status: Original

Holder: Procurement Resource Group

Location: DocuSign

3/25/2021 2:50:38 PM

prg@nashville.gov

Signer Events

Signature

Timestamp

Michelle A. Hernandez Lane

michelle.lane@nashville.gov

Chief Procurement Officer/Purchasing Agent
MetroSecurity Level: Email, Account Authentication
(None)*Michelle A. Hernandez Lane*Signature Adoption: Pre-selected Style
Using IP Address: 170.190.198.185

Sent: 3/25/2021 2:53:35 PM

Viewed: 3/29/2021 11:13:07 AM

Signed: 3/29/2021 11:13:17 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Terri L. Ray

Terri.Ray@nashville.gov

Senior Procurement Officer

Metropolitan Government of Nashville and Davidson

County

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

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Sent: 3/29/2021 11:13:17 AM

Viewed: 3/30/2021 7:56:25 AM

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

3/25/2021 2:53:35 PM

Certified Delivered

Security Checked

3/29/2021 11:13:07 AM

Signing Complete

Security Checked

3/29/2021 11:13:17 AM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	3/29/2021 11:13:17 AM
Payment Events	Status	Timestamps

Certificate Of Completion

Envelope Id: D000C92635F54538A73540B5482D7BA6	Status: Completed
Subject: Intent to Award - RFQ #110209 Meal and Snack Services for Metro Social Distancing Shelters	
Source Envelope:	
Document Pages: 5	Signatures: 1
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Procurement Resource Group
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	prg@nashville.gov
	IP Address: 170.190.198.185

Record Tracking

Status: Original	Holder: Procurement Resource Group	Location: DocuSign
4/5/2021 4:42:51 PM	prg@nashville.gov	

Signer Events

Signature	Timestamp
Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None)	Sent: 4/5/2021 4:46:21 PM Viewed: 4/9/2021 4:22:12 PM Signed: 4/9/2021 4:22:26 PM
Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.185	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events

Signature	Timestamp
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Editor Delivery Events

Status	Timestamp
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Agent Delivery Events

Status	Timestamp
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Intermediary Delivery Events

Status	Timestamp
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Certified Delivery Events

Status	Timestamp
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Carbon Copy Events

Status	Timestamp
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Terri L. Ray
Terri.Ray@nashville.gov
Senior Procurement Officer
Metropolitan Government of Nashville and Davidson
County
Security Level: Email, Account Authentication (None)

COPIED	Sent: 4/9/2021 4:22:26 PM Viewed: 4/12/2021 8:41:02 AM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Witness Events

Signature	Timestamp
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Notary Events

Signature	Timestamp
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Envelope Summary Events

Status	Timestamps
Envelope Sent	4/5/2021 4:46:21 PM
Certified Delivered	4/9/2021 4:22:12 PM
Signing Complete	4/9/2021 4:22:26 PM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	4/9/2021 4:22:26 PM
Payment Events	Status	Timestamps